

ADM-5.4

A FEB 1964

MEMORANDUM FOR: Chief, Logistics Services Division/OL

ATTENTION: Chief, Telephone Facilities Branch

SUBJECT: Request for Installation of Telephone

1. It is requested that an enlisted Virginia telephone with one extension be installed in Room 404 in the positions indicated on the attached diagram.

2. This telephone is required by Chief, Air Defense Branch, Defensive Systems Division, to maintain appropriate relationships with various contractors in accordance with instructions from the Office of Security. Chief, Air Defense Branch is directly involved in monitoring several contracts which are providing support in areas of intelligence analysis and technical collection.

3. It is believed pertinent to note that, in the recent drive to cut telephone service costs by 24 percent, the Defensive Systems Division set this requirement after figuring in the added cost of the subject telephone.

[REDACTED] 25X1A9a

25X1A9a

Executive Officer/Scientific Intelligence

[REDACTED] 5 FEB 1964

Chief, Administrative Staff, DD/SAT

Attachments:
(As stated)

Distribution:

Orig & 1 - Addressee
 1 - Telephone Facilities Branch
 3 - DD/SI
 2 - DD/SI 25X1A9a
 1 - [REDACTED]
 1 - C/Admin Staff/DD/SAT
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OSI/DD [REDACTED] acu/3251 (2 Feb 64)

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GROUP 1
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 downgrading and
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